



**STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
BOARD OF FUNERAL DIRECTORS AND EMBALMERS  
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***Board Meeting: November 8, 2011  
Meeting Location: 2nd Floor Conference Room  
Andrew Johnson Tower, 710 James Robertson Parkway, Nashville***

## **AGENDA**

- 10:00 A.M.**
- Call to Order – Eugene Williams, President**
    - > Roll Call
    - > Adopt Agenda for Meeting
    - > Review/Approve Minutes from October 11, 2011 Board Meeting
  - Legal Report – Benton McDonough, Assistant General Counsel**
    - > Complaint Review
  - Reports – Eugene Williams, President, and Robert Gribble, Executive Director**
    - > Vital Records Information Management System (VRIMS Project)
    - > Revised Certificate of Death from the Department of Health for Use Beginning January 1, 2012
  - Administrative Matters – Robert Gribble, Executive Director**
    - > Revenues and Expenditures for FY10-11
    - > Licensee Report
    - > Closed Establishment Report
    - > Disciplinary Action Report
    - > Open Complaint Report
  - Approval of License Applications – Board Members**
    - > Individual(s)
    - > Establishment(s)
  - Adjourn Board Meeting**

Board meetings will be conducted by permitting participation of the board members by electronic means of communication, if necessary. Any member participation by electronic means shall be audible to the public at the location specified above.

***Important: Please turn off or silence all cellular phones and pagers upon entering the meeting.***